

FINANCE AND ACCOUNTING COMMITTEE

November 5, 2019

1st Floor Conference Room

7:00 p.m.

Members Present

Jerry Guth
Art Carter
Kristi Leonard
Harvey Mandel
Steve Borowski

Members Absent

Others Present

Michael Doyle
Julie Sachs
Sherri Hawkins
Andrea Sweeney
Cara Carper
Matt Briggs
Terri Stallings
Joseph Erickson
Ken Erickson
Denise Bahler

The meeting was called to order by Chair Guth.

Motion by Carter, seconded by Mandel to approve the minutes of the September 10, 17, 18, 19, 23, 24, 26 and October 1, 2019, meetings. Motion carried.

The committee received the Treasurer's report, *see Exhibit 1*. **Motion by Borowski, seconded by Leonard to approve the aforementioned. Motion carried.**

The committee discussed the IT testing proposals from Single Path, *see Exhibit 2*. **Motion by Carter, seconded by Mandel to go with Option 1. Motion carried.**

The committee discussed the K2ITs contract, *see Exhibit 3*. The committee will revisit this at the December finance meeting.

The committee discussed the county revolving loan fund. **Motion by Carter, seconded by Borowski to remove job creation and employment from the Green County Revolving Loan Fund document, *see Exhibit 6*. Motion carried.**

The committee discussed Resolution 11-1-19 (Broadband Expansion Grant Application), *see Exhibit 4*. **Motion by Carter, seconded by Borowski to approve the resolution and take it to the November County Board meeting. Motion carried.**

The committee discussed the Indirect Cost Plan contract. No action taken.

The committee learned of the possibility of a smart board being donated to the historic courthouse by the Human Services department.

Motion by Borowski, seconded by Mandel to establish the credit card policy as follows: Any request to raise the credit card limit has to be requested by a department head and approved by the finance director or the county clerk's office. Motion carried.

The committee discussed the computer replacement policy, *see Exhibit 5*. **Motion by Borowski, seconded by Leonard to approve the revision. Motion carried.**

The committee discussed the finance office staffing. An employee has been hired at a Step 3 to replace Donna Klosterman. **Motion by Leonard, seconded by Mandel to pay the current employee, Donna Klosterman, \$25 per hour plus mileage for training of the new individual at a cost of approximately \$6,000.00. Motion carried.**

Motion by Carter, seconded by Mandel to pay the bills, *see attached*. Motion carried.

Motion by Borowski, seconded by Mandel to adjourn. Motion carried.